



## Human Resources

DATE POSTED: **SEPTEMBER 29, 2006**

**REQ. # 06-268**

**NOTICE OF JOB OPENING  
ST. LUCIE COUNTY BOARD OF COUNTY COMMISSIONERS  
EQUAL OPPORTUNITY EMPLOYER**

2300 Virginia Avenue Fort Pierce, FL 34982 – 5652

Telephone (772) 462-1546 Jobline (772) 462-1967

<http://co.st-lucie.fl.us>

This position must be posted for at least five (5) working days from **09-29-2006** TO **10-06-2006**, but will remain open until filled.

DEPARTMENT/DIVISION
<b>AGRICULTURE</b>

POSITION AVAILABLE
<b>PROGRAM SPECIALIST</b>

# OF OPENINGS
<b>1</b>

STARTING SALARY
<b>\$14.36/HOUR</b>

COMMENTS

VETERANS PREFERENCE
It is the policy of St. Lucie County to give preference to eligible veterans and spouses of veterans in appointment and retention in county employment positions in accordance with Chapter 295, Florida Statutes, and Chapter 22VP-1, Florida Administrative Code. Copies of Chapter 295 and Chapter 22VP-1 are available for review in the Human Resources Department.

**JOB CODE: 704**  
**PAY GRADE: 16**  
**SALARY: \$14.36 - \$22.07**  
**4-H PROGRAM SPECIALIST**

**MAJOR FUNCTION:** Professional work in assisting in planning, developing and implementing an effective educational 4-H program.

**KNOWLEDGE, ABILITIES, AND SKILLS NEEDED IN ORDER TO PERFORM THE ESSENTIAL JOB FUNCTIONS:** Ability to organize youth groups, establish programs, and conduct educational classes. Ability to deal effectively with the general public and co-workers.

**JOB FUNCTION:** Assists in planning, developing and implementing effective education programs in all 4-H areas. Recruits adult volunteers to be 4-H leaders. Identifies key citizens and agencies who might support or work with 4-H Youth Programs and communicates needs of local people to 4-H Youth Agent. Helps identify the needs, interest and problems of youth in the county. Interprets 4-H Program and extension policies and procedures to county 4-H volunteer leaders and to the public. Maintains good working relations with other youth groups by helping keep channels of communication open. Assists the 4-H Youth Coordinator in project or activity promotion and publicity. Organizes special interest groups and clubs to meet particular needs and interests of youth. Visits local 4-H volunteer leaders to assist them with local problems. Conducts county 4-H Youth events and activities as assigned. Keeps record of activities and prepares reports. Assists with and/or makes simple charts and other visual aids and educational materials for demonstration purposes. Performs related work as required.

**EDUCATION:** Associate Degree in Agriculture, Home Economics or Behavioral Sciences. A comparable amount of training or experience may be substituted for the minimum qualifications.

**EXPERIENCE:** Some experience in 4-H or similar youth groups preferred.

**LICENSE, CERTIFICATION, OR REGISTRATION:** A valid Florida driver's license and good driving record are required.

Union	Non-Union ✓	Exempt	Non-Exempt ✓
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